



Commonwealth of Kentucky

PURCHASE ORDER

IMPORTANT

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Doc Description: ARRA - State Clean Diesel Grant Program	
Doc ID No: PON2 129 0900013063 1	Procurement Folder: 1521208
Procurement Type: Memorandum of Agreement	
Administered By: JAMES GILREATH	Cited Authority: FAP111-44-00
Telephone: 502-564-3999	Issued By: NINA HOCKENSMITH

C O N T R A C T O R	ASHLAND IND BOARD OF ED
	1420 CENTRAL ST
	ASHLAND KY 41101
	US

Effective From: 2009-08-03 Effective To: 2010-06-30

Line	CL Description	Due Date	Quantity	Unit Issue	Unit Price	Contract Amt	Total Price
1	Retrofit Bus Exhaust		0.00		0.00000	11,727.00	11,727.00

Extended Description

The Ashland Independent School District intends to place Diesel Oxidation Catalyst (DOCs) retrofit technologies and Closed Crankcase Ventilation System (CCVS) emission reduction technologies on five (5) school buses at a cost of \$2,083 each and Closed Crankcase Ventilation System (CCVS) on two (2) buses at \$656.00 each.

B I L L T O	219698	S H I P T O	219698
	DIVISION OF AIR QUALITY - FRANKFORT		DIVISION OF AIR QUALITY - FRANKFORT
	200 Fair Oaks Lane		200 Fair Oaks Lane
	1st FLOOR		1st FLOOR
	FRANKFORT KY 40601		FRANKFORT KY 40601
	US		US

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**FEDERALLY FUNDED**

**MEMORANDUM OF AGREEMENT**

**PON2 129 0900013063**

**BETWEEN THE**

**ENERGY AND ENVIRONMENT CABINET**

**AND THE**

**Ashland Independent School District**

**Subject: American Recovery and Reinvestment Act  
(ARRA) of 2009 – State Clean Diesel Grant Program  
to fund the Kentucky Clean School Bus Grant  
Program**

THIS MEMORANDUM OF AGREEMENT (the “AGREEMENT”) is made and entered into

this 3rd day of August, 2009, by and between the Commonwealth of Kentucky, Energy and Environment Cabinet, with an address of 500 Mero Street, Capital Plaza Tower, 12 <sup>th</sup> Floor, Frankfort, Kentucky 40601 (hereinafter the “Cabinet”), and the Ashland Independent School District (hereinafter the “Grantee”),	<b>Document Phase</b> Final	<b>Document Description</b> ARRA - State Clean Diesel Grant Program	<b>Page 3 of 19</b>
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Environment Cabinet, with an address of 500 Mero Street, Capital Plaza Tower, 12<sup>th</sup> Floor, Frankfort, Kentucky 40601 (hereinafter the “Cabinet”), and the Ashland Independent School District (hereinafter the “Grantee”),

**WITNESSETH:**

WHEREAS, on February 17, 2009, President Barack Obama signed into law the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5 (hereinafter “ARRA”); and

WHEREAS, ARRA funds are being provided for several purposes, including but not limited to preserving and creating jobs and promoting economic recovery, assisting citizens most affected by the recession, investing in transportation, environmental protection, and other infrastructure, and stabilizing state and local government budgets; and

WHEREAS, the Commonwealth of Kentucky expects to receive approximately Three Billion Dollars (\$3,000,000,000.00) in ARRA funding; and

WHEREAS, the Cabinet has been awarded ARRA funds for energy projects such as the State Clean Diesel Grant Program (hereinafter the “Project”); and

WHEREAS, the expenditure of ARRA funds will be closely monitored and transparent to both federal and state scrutiny; and

WHEREAS, the procurement and reporting requirements imposed by the ARRA apply to all expenditures of ARRA funds, of every size and amount; and

WHEREAS, the Grantee understands and acknowledges that the federal stimulus process is still evolving and that new requirements for ARRA compliance may still be forthcoming from the United States Government and the Commonwealth of Kentucky; and

WHEREAS, the Grantee understands and acknowledges that programs supported with

temporary federal funds made available through the ARRA may not be continued using state <b>0900013063</b>	<b>Document Phase</b> <b>Final</b>	<b>Document Description</b> ARRA - State Clean Diesel Grant Program	<b>Page 4</b> <b>of 19</b>
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financed appropriations once the temporary ARRA funds are expended; and

WHEREAS, the Grantee acknowledges that it and its subcontractors or subgrantees are required to comply with all imposed requirements during the contract period; and

WHEREAS, the Kentucky Finance and Administration Cabinet's Office of Policy and Audit is responsible for developing a plan to ensure that Kentucky state agencies provide appropriate oversight and monitoring of ARRA funds;

NOW, THEREFORE, in compliance with and pursuant to the plan developed by the Finance and Administration Cabinet's Office of Policy of Audit, and in consideration of the mutual covenants and conditions contained herein, and for other good and valuable consideration, the receipt, mutuality and sufficiency of which is hereby acknowledged by the parties to this AGREEMENT, the Cabinet and Grantee hereby COVENANT AND AGREE as follows:

### **1. OBLIGATIONS OF THE CABINET**

The Cabinet shall undertake the following obligations:

1.1 The Cabinet shall provide funding in an amount not to exceed Eleven thousand Seven hundred Twenty Seven dollars (\$11,727.00) from United States Environmental Protection Agency to conduct the Project tasks specified in this AGREEMENT and Appendix 1.

1.2 Notify the Grantee in writing when the final close-out report is submitted to the federal agency.

### **2. OBLIGATIONS OF GRANTEE**

The Grantee shall undertake the following obligations:

2.1 Complete the Project as detailed in Appendix 1 to this AGREEMENT.

2.2	In accordance with Section 1605 of the ARRA, the Grantee hereby agrees that any of its subcontractors or subgrantees shall use ARRA funds for the construction, alteration, maintenance or repair of a public building or public work unless all of the iron, steel and manufactured goods used in the project are produced in the United States in a manner consistent with United State obligations under international agreements. The Grantee understands that this requirement may only be waived by the applicable federal agency in limited situations as set out in Section 1605 of the ARRA.	Document Phase Final	Document Description ARRA - State Clean Diesel Grant Program	Page 5 of 19
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subcontractors or subgrantees shall use ARRA funds for the construction, alteration, maintenance or repair of a public building or public work unless all of the iron, steel and manufactured goods used in the project are produced in the United States in a manner consistent with United State obligations under international agreements. The Grantee understands that this requirement may only be waived by the applicable federal agency in limited situations as set out in Section 1605 of the ARRA.

2.3 The Grantee shall post jobs created as a result of receiving ARRA funds on the Commonwealth of Kentucky Job Bank at <https://e3.ky.gov>.

2.4 Any changes that Grantee wishes to make with regard to any aspect of the Project shall first be submitted to the Cabinet in writing and approved by the Cabinet.

2.5 The Grantee shall segregate obligations and expenditures of ARRA funds from other funding, and shall ensure that no part of ARRA funds are comingled with any other funds or used for a purpose other than that of making payments for costs allowable under the ARRA.

2.6 The Grantee shall include all of the standard terms and conditions in this AGREEMENT in any subcontracts or subgrants in connection with projects funded in whole or in part with ARRA funds.

2.7 As required by Section 1606 of the ARRA, the Grantee shall ensure that all laborers and mechanics employed by Grantee and its subcontractors on projects funded in whole or in part with ARRA funds shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality, as determined by the United States Secretary of Labor in accordance with subchapter IV of Chapter 31 of Title 40 of the United States Code, known as the Davis-Bacon Act. The United States Secretary of Labor's determinations regarding the

2.8 The Grantee shall ensure that any program income is used only for the purposes and under the conditions of this AGREEMENT and shall report to the Cabinet on program income quarterly. Income shall be deducted from total allowable costs to determine the net allowable cost, and the Grantee may request through the Cabinet that the federal agency allow program income to be added to the funds committed for the Project.

2.9 When submitting monitoring reports to the Cabinet, the Grantee shall use only the reporting form provided to it by the Cabinet.

2.10 The Grantee shall comply with reporting requirements under Section 1512 of the ARRA, as published in the Federal Register on April 1, 2009 [74 FR 14824], and shall provide the required information online at [www.FederalReporting.gov](http://www.FederalReporting.gov).

### **3. ACCESS TO CONTRACTOR'S BOOKS, DOCUMENTS, PAPERS, RECORDS, OR OTHER EVIDENCE DIRECTLY PERTINENT TO THE AGREEMENT**

3.1 The Grantee agrees that the Cabinet, the Finance and Administration Cabinet, the Auditor of Public Accounts, and the Legislative Research Commission, or their duly authorized representatives, shall have access to any books, documents, papers, records, or other evidence which is directly pertinent to this AGREEMENT for the purpose of financial audit or program review. Furthermore, any books, documents, papers records, or other evidence provided to the Cabinet, the Finance and Administration Cabinet, the Auditor of Public Accounts, or the Legislative Research Commission which are directly pertinent to the AGREEMENT shall be subject to public disclosure regardless of the proprietary nature of the information, unless specific information is identified and exempted and agreed to by the Secretary of the Finance and

Administration Cabinet as meeting the provisions of ARRA - State Clean Diesel Grant Program	Document Phase Final	Document Description ARRA - State Clean Diesel Grant Program	Page 7 of 19
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the AGREEMENT. The Secretary of the Finance and Administration Cabinet shall not restrict the public release of any information which would otherwise be subject to public release if a state government agency was providing the services.

3.2 The Grantee shall permit the United States Comptroller General or his representative or the appropriate inspector general appointed under section 3 or 8G of the Inspector General Act of 1978 or his representative to:

A. Examine any records that directly pertain to and involve transactions relating to this AGREEMENT; and

B. Interview any officer or employee of the Grantee or any of its subcontractors or subgrantees regarding the ARRA-funded activities.

#### **4. SCOPE OF WORK**

Appendix 1 attached to this AGREEMENT sets forth the milestones and measurements of activities and outcomes comprising the negotiated and agreed upon scope of work for the Project, as well as the ARRA reporting requirements for which the Grantee is responsible.

#### **5. MUTUALITY OF OBLIGATIONS**

5.1 The obligations imposed upon the parties to this AGREEMENT are for the benefit of the parties and the timely fulfillment of each and every obligation in accordance with this AGREEMENT is necessary. The failure of any party to fulfill any of its obligations under this AGREEMENT shall constitute a breach of this AGREEMENT, and shall entitle the other party to commence appropriate legal or equitable action to enforce its rights under this AGREEMENT, unless the fulfillment of such obligation is waived or modified by the affected party. All waivers shall be in writing, signed by the affected party, and a waiver of one breach

shall not constitute a waiver of any other breach.	<b>Document Phase</b>	<b>Document Description</b>	<b>Page 8</b>
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5.2 In the event of a material breach by either party to this AGREEMENT, the other party may terminate this AGREEMENT, as provided in paragraph 11 herein, without further obligation to the other party. The rights of the parties to this AGREEMENT to pursue remedies for breach of any of the provisions hereof shall survive the termination, expiration or cancellation of this AGREEMENT.

5.3 Except as otherwise provided in this AGREEMENT, the parties to this AGREEMENT shall be solely responsible for any costs incurred in fulfilling their obligations under this AGREEMENT.

5.4 The parties to this AGREEMENT agree that in performing their obligations herein, to the extent ARRA requirements may conflict with Commonwealth of Kentucky requirements, ARRA requirements shall control.

5.5 The parties to this AGREEMENT shall promptly refer to an appropriate federal inspector general any credible evidence that a principal, employee, agent, subgrantee, subcontractor or other person has committed a false claim as defined by the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving the use of ARRA funds.

5.6 The parties to this AGREEMENT acknowledge and agree that none of the funds appropriated or otherwise made available under this AGREEMENT may be used by any State or local government, or any private entity, for any casino or other gambling establishment, aquarium, zoo, golf course, or swimming pool.

5.7 The parties to this AGREEMENT and all subcontractors and subgrantees shall comply with Section 1553 of the ARRA, which prohibits all non-federal Grantees or contractors of ARRA funds from discharging, demoting, or otherwise discriminating against an employee for disclosures by the employee that the employee reasonably believes are evidence of either:



A. Gross mismanagement of a contract or grant relating to ARRA funds. <b>0900013063</b>	<b>Document Phase</b> <b>Final</b>	<b>Document Description</b> ARRA - State Clean Diesel Grant Program	<b>Page 9</b> <b>of 19</b>
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B. A gross waste of ARRA funds;

C. A substantial and specific danger to public health or safety related to the implementation or use of ARRA funds;

D. An abuse of authority related to implementation or use of ARRA funds; or

E. A violation of law, rule, or regulation related to an agency contract (including the competition for or negotiation of a contract) or grant, awarded or issued relating to ARRA funds.

5.8 The Grantee and its subcontractors and subgrantees shall post notice of the rights and remedies available to employees under Section 1553 of Title XV, Subtitle D of the ARRA.

## **6. METHOD OF PAYMENT**

6.1 As soon as the Cabinet has received an invoice submitted by the Grantee, the Cabinet shall have thirty (30) days from receipt of the invoice to review it, approve it either in whole or in part, and remit payment for the undisputed portion to the Grantee. Each disbursement of ARRA funds to the Grantee shall include the name and number of the ARRA grant.

6.2 If the Grantee or any of its subcontractors or subgrantees fails to comply with all applicable federal and state requirements governing the use of ARRA funds, the Cabinet or another agency of the Commonwealth of Kentucky may withhold or suspend, in whole or in part, funds awarded under the ARRA program or recover misspent funds following an audit. This provision is in addition to all other remedies available to the Commonwealth of Kentucky under all applicable state and federal laws.

## **7. TERM OF AGREEMENT**

This AGREEMENT shall be effective on August 9, 2009 and shall expire on June 30, 2010, or upon the final completion of the Project as specified in this AGREEMENT, whichever first occurs, unless extended in writing by the parties or terminated earlier in accordance with the terms hereof.	Document Phase	Document Description	Page
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2010, or upon the final completion of the Project as specified in this AGREEMENT, whichever first occurs, unless extended in writing by the parties or terminated earlier in accordance with the terms hereof.

## **8. ASSURANCES**

8.1 Where required by law, the parties to this AGREEMENT shall comply with the Kentucky Executive Branch Code of Ethics (KRS Chapter 11A) and all applicable state and federal statutes relating to nondiscrimination.

8.2 The parties represent and warrant, by the signatures of their duly appointed representatives, that they are legally entitled to enter into this AGREEMENT and will not be violating, directly or indirectly, any conflict of interest statute of the Commonwealth of Kentucky by performance of the obligations imposed on them by this AGREEMENT. The parties further represent and warrant that they have no conflict of interest, in any manner or degree, with the performance of the duties imposed by this AGREEMENT. The parties further represent and warrant that no persons having any conflict of interest shall be employed to assist in performing the parties' obligations under this AGREEMENT.

8.3 The parties shall abide by all terms of the following:

- A. Office of Management and Budget Circular Nos. A-87, A-102, A-110, A-122, and A-133, which are incorporated into this AGREEMENT by reference.
- B. 10 CFR Part 600.
- C. The Anti-Drug Abuse Act (P.L. 100-690), which requires recipients of federal funds to certify that they have met requirements designed to

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D. All Federal statutes relating to nondiscrimination. These include, but are not limited to: (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352), which prohibits discrimination on the basis of race, color, or national origin; (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex; (3) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §§ 794), which prohibits discrimination on the basis of handicaps; (4) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (5) the Drug Abuse Prevention, Treatment and Rehabilitation Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (6) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 92-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (7) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (8) Title VII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing; (9) any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and (10) the requirements of any other nondiscrimination statute(s) which apply to this

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- E. The Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728-4763).
- F. Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646), which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally-assisted programs.
- G. The Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limits the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.
- H. The flood insurance purchases requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234), which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- I. (1) The National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order No. 11514 instituting environmental quality control measures; (2) Executive Order No. 1738 which requires notification to violating facilities; (3) Executive Order No. 11990 protecting wetlands; (4) Executive Order No. 11988 evaluating flood hazards in flood plains; (5) the Coastal Zone Management Act of 1972 (916 U.S.C. §§ 1451 et seq.) assuring project consistency with approved state management programs; (6) Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.); (7) the Safe Drinking Water Act of 1974, as

0900013063	amended (P.L. 93-205) Document Phase Final	proceeding underground sources of drinking water; Document Description ARRA - State Clean Diesel Grant Program	Page 13 of 19
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(8) the Endangered Species Act of 1973, as amended (P.L. 93-205).

- J. Section 106 of the National Historic Preservation Act of 1966, as amended (916 U.S.C. § 470); Executive Order No. 11593, which relates to the identification and protection of historic properties; and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469(a) (1) et seq.).

## **9. CHOICE OF LAW AND FORUM**

9.1 All questions as to the execution, validity, interpretation, construction, and performance of this AGREEMENT or any of its terms shall be governed by the laws of the Commonwealth of Kentucky.

9.2 Any suit, action or other proceeding regarding the execution, validity, interpretation, construction, or performance of this AGREEMENT shall be filed in the Franklin Circuit Court of the Commonwealth of Kentucky.

## **10. CANCELLATION**

**Either party has the right to terminate or cancel this AGREEMENT without cause upon thirty (30) days prior written notice to the other party, or for cause at any time without prior written notice.**

## **11. MISCELLANEOUS PROVISIONS**

11.1 The headings set forth in this AGREEMENT are for convenience of reference only, and the words contained therein shall in no way be intended to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this AGREEMENT.

11.2 The terms and conditions of this AGREEMENT shall be binding upon and shall inure to the benefit of the parties hereto and their successors and assigns. This provision shall

not be construed to permit assignment by any party of any of its rights or duties under this	<b>Document Phase</b>	<b>Document Description</b>	<b>Page</b>
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AGREEMENT, which assignment shall be prohibited except with the prior written consent of all parties hereto. Such consent shall not be unreasonably withheld.

11.3 This AGREEMENT sets forth the entire understanding of the parties with respect to the subject matter hereof, supersedes all existing agreements among them concerning the subject matter hereof, and may be modified only by a written instrument duly executed by each of the parties hereto.

11.4 Time is of the essence in the performance of each of the terms and conditions of this AGREEMENT.

11.5 All notices, requests, demands, waivers, and other communications given as provided in this AGREEMENT shall be in writing, sent by First Class Mail, deemed effective upon mailing, and addressed as follows:

If to the Cabinet:

Energy and Environment Cabinet  
Department for Environmental Protection  
300 Fair Oaks Lane  
Frankfort, KY 40601  
Attention: R. Bruce Scott

*If to the Grantee:*

*Ashland Independent School District*  
1420 Central Avenue  
Ashland, KY 41101  
ATTN: Steve Gilmore, Superintendent

11.6 Either party to this AGREEMENT may change the address at which it is to receive notices, requests, demands, waivers, and other communications, on the condition that party first provides written notice of that change of address to the other party.

11.7 Nothing in this AGREEMENT shall be interpreted as guaranteeing the rights of

any person or governmental agency other than the parties to this AGREEMENT. <b>0900013063</b>	<b>Document Phase</b> <b>Final</b>	<b>Document Description</b> ARRA - State Clean Diesel Grant Program	<b>Page</b> <b>15 of 19</b>
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11.8 If a provision of this AGREEMENT or the application thereof to any person or circumstance shall be declared to be invalid or unenforceable to any extent, the remainder of this AGREEMENT and the application of such provision to other persons or circumstances shall not be affected thereby and shall be enforced to the fullest extent permitted by law.

11.9 This AGREEMENT may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute but one and the same instrument. It shall not be necessary that any single counterpart hereof be executed by all parties hereto so long as at least one counterpart is executed by each party.

11.10 Except to the extent otherwise expressly specified in this AGREEMENT, all remedies specified herein are in addition to, and not in lieu of, other remedies available to the parties both at law and in equity.

11.11 The Cabinet and the Finance and Administration Cabinet may audit or review all documentation and records pertaining to the Project pursuant to the provisions of KRS 45A.150, and may make other inspections pursuant to the provisions of KRS 45A.150.

IN WITNESS WHEREOF, the Cabinet and Ashland Independent School District have executed this AGREEMENT as of the date first above written.

**AGREED TO BY:**

ENERGY AND ENVIRONMENT CABINET

\_\_\_\_\_  
Leonard K. Peters, Secretary

Ashland Independent School District

\_\_\_\_\_  
Steve Gilmore, Superintendent

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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**APPROVAL RECOMMENDED BY:**

\_\_\_\_\_  
R. Bruce Scott, Commissioner  
Department for Environmental Protection

Date: \_\_\_\_\_

**APPROVAL RECOMMENDED BY:**

Ashland Independent School District

\_\_\_\_\_  
Steve Gilmore, Superintendent

Date: \_\_\_\_\_

**APPROVED AS TO FORM AND LEGALITY**

ENERGY AND ENVIRONMENT CABINET

\_\_\_\_\_  
C. Michael Haines, General Counsel  
Energy and Environment Cabinet

Date: \_\_\_\_\_

Ashland Independent School District

\_\_\_\_\_  
Mitch Hall, Board Attorney

Date: \_\_\_\_\_



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# Appendix 1

(a) Project Description

(b) Fleet Description

(c) Implementation Timeline

(d) Quarterly Report Instructions and Timeline

(a) Project Description

1. The goal of the Kentucky Clean School Bus Grant Program is to protect human health and the environment by reducing harmful diesel emissions emitted from Kentucky's public school buses.
2. Ashland Independent School District's project will utilize grant money funded through this AGREEMENT to purchase and install Diesel Oxidation Catalyst (DOC) and Closed Crankcase Ventilation System (CCVS) emission reduction technologies on seven (7) school buses.
3. Any additional funds remaining after full implementation of the project may be utilized to purchase CCVS replacement filters or to purchase and install similar emission reduction technologies on additional school buses, with prior approval from the Kentucky Division for Air Quality.

(b) Fleet Description

Bus ID Number	Bus Make & Model	Document Phase		Document Description				Page	Average Vehicle Life (years)	Desired Technol For This
		Final	Model Year	Engine Make & Model	Year	Type of Clean Diesel Grant Used	Annual Fuel Usage (gal/yr)	Annual Mileage		
J7961	International 3800		1999	International DT466	1999	USLD	1000	6200	16	DOC w
K2423	International 3800		2000	International DT466	2000	USLD	1400	6500	16	DOC wi
K7227	International 3800		2002	International DT466	2002	USLD	750	6050	16	DOC wi
Km2343	IC CE300		2004	International DT466	2004	USLD	1700	12000	16	CCVS
M5252	IC CE300		2006	International DT466	2006	USLD	1950	12400	16	DOC wi
Kk9985	IC CE300		2004	International DT466	2004	USLD	725	5400	16	CCVS
K4956	International 3800		2001	International DT466	2001	USLD	675	3500	16	DOC wi

(c) Implementation Timeline

Date	Action
July 20, 2009	Present reduced idling time to board
August 3, 2009	Project period begins
August 3, 2009	Solicit bids from equipment vendors
August 3, 2009	Send letters to local news media
September 8, 2009	Kick Off Clean School Bus Poster Contest
September 10, 2009	Select vendors
September 21, 2009	Begin installation of retrofit devices
November 21, 2009	First half of installations complete
January 29, 2010	All equipment installations complete

(d) Quarterly Report Instructions and Timeline

Each recipient of a Kentucky Clean School Bus Grant Program award will be required to submit quarterly progress reports to the Kentucky Division for Air Quality (DAQ). Recipients will be responsible for four interim reports followed by a final report due upon project completion. A template for these reports will be provided prior to their due date. The interim reports will be due 2 days after the close of each quarter and will report on the activities of the previous quarter only. Reports should be submitted on or before each deadline to the DAQ project coordinator via email.

The reporting schedule will be as follows:

**Reporting Period**

**Report Deadline**

August – September 2009      October 2, 2009

October – December 2009      January 2, 2010

January – March 2010      April 2, 2010

April – June 2010      July 2, 2010

July – September 2010      September 30, 2010

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